

**Georgia Tutoring Association - Meeting at 16th Annual Conference
Middle Georgia State University, Macon, GA
Saturday, October 20, 2018, 9:25-10:07 a.m.**

In Attendance

- | | |
|--------------------------|---------------------|
| • Nancy McDaniel | • Mary Hamilton |
| • Duane Theobald | • Nicholas Urquhart |
| • Theo Tate | • Arne Paulsen |
| • Cheryl Pharr | • Stephanie Mooring |
| • Tamar Perla Cantwell | • Matthew Brown |
| • Janelle Mendoza-Guerra | • Lizann Gibson |
| • Paul Johnson | • Allen Craig |
| • Rebecca Cofer | • Rachael Landers |

1. **Meeting was called to order at 9:25 a.m. by President Nancy McDaniel.** Recognition was given to the following GaTA members who are stepping down: President Nancy McDaniel and Secretary Tamar Cantwell.
2. **Conference notes from last year, dated October 21, 2017, were circulated.**
3. **Secretary's Report (Tamar Cantwell):** Secretarial duties are much easier now that a listserv exists for members and a blog has replaced the newsletter format.
4. **Report from Paul Johnson, former VP and current "Boots on the Ground":** Paul offered general assistance, including room set-up and putting out campus signs, for this year's conference.
5. **Vice President's Report (Theo Tate):** The conference set-up worked out well; almost all presentations will be offered twice.
6. **President-Elect's Report (Duane Theobald):** Looks forward to continuing on the GaTA Board.
7. **Social Media Update (Rebecca Cofer):** All attendees can post photos to social media; when we post, include the hashtag #GaTA2018. GaTA now has Instagram, and all can post videos as well. Posters have been printed and will be hung in front of the ballroom.
8. **Webmaster Update (Arne Paulsen & Nancy McDaniel):** The website that Nicholas Urquhart created has been streamlined. Suggestion: showcase individual tutors within the GaTA blog. Question: can we post PowerPoint presentations from the conference on the website?
9. **Vendor Chair Report (Janelle Mendoza-Guerra):** Three vendors registered this year although we tried for more. One vendor bartered with us in exchange for representation; two vendors paid for the full package. The SmartThinking representative had to cancel, and if they want to attend next year, we can offer a reduced price. WOnline may attend next year.
10. **President's Report (Nancy McDaniel):** Our new event is the TOY Award, and we have a winner who will receive the \$100 Amazon gift card prize during lunch.

11. **Treasurer's Report (Cheryl Pharr):** GaTA didn't owe any taxes last year or receive a refund. Recent expenditures include \$77 for conference folders. Our balance in September was \$3,600. The conference has raised \$2,464, and we're expecting about \$1,000 more. It might be a good idea to invest in a GaTA tablecloth in time for our Train-the-Trainer (TTT) event in February 2019.
12. **Introduction of New Officers (Nancy McDaniel):** Elections were held online, and new officers are President Duane Theobald, President-Elect Theo Tate (also the conference chair, in charge of facilities, catering, etc.), Vice President Ira Johnson (also the program chair), Secretary Janelle Mendoza-Guerra, Treasurer Cheryl Pharr, and Immediate Past-President Nancy McDaniel (also an advisor and in charge of TTT). The webmaster, social media chair, and vendor chair will be appointed at the president's discretion.
13. **Other Business:**
 - For the 2019 conference, let's choose a central contact in Macon—can we deliver materials directly to the conference center at MGA?
 - TTT, an every-other-year event, was last held in 2017 at GSU Perimeter College's Newton campus. In 2017, Student Success Director Peter Higgins offered to host TTT at Gordon State. This event is designed for administrators to learn from their colleagues; it is free, and lunch is served. It is cost-effective when held every other year. If we want to hold it every year, we'll need to hold fundraisers.
 - Discussion about why GaTA is not part of SECLCA (cost?) and NCLCA (because we'd have to give up our branding).
 - Instead of joining other organizations, we can attend conferences as a vendor.
 - We may want to raise our conference fee so that we can afford to attend other events; costs would include a tablecloth and fliers. We could set a flat fee for administrators and tutors, especially since tutors' registration fees are generally paid for by their colleges. The discussion can continue at TTT.
14. **Date/Location of GaTA Conference 2019:** October 19, 2018, at Middle Georgia State University
15. **Date/Location of Train-the-Trainer event 2019:** February 15, 2019 (tentative)
16. **Moving Forward:** No future meeting has been set.
17. **Meeting adjourned at 10:07 a.m.**